

AOM Member ID: _____

INSTRUCTIONS: The deadline for reservations is **Thursday, July 12, 2018**. For best availability and immediate confirmation, make your reservations online. Additionally, you may mail or fax this form. Only completed forms will be accepted.

MAIL FORMS TO:

AOM Housing Bureau
5202 President Court
Ste. 310
Frederick, MD 21703

FAX FORMS TO:

(301) 694-5124
Please use one form per reservation

INTERNET:

Visit the Annual Meeting website at:
<http://aom.org/annualmeeting/housing/>

CONFIRMATION: Once your reservation has been confirmed, you will receive a confirmation email from the AOM Housing Bureau. You will not receive a confirmation from your hotel directly. If you do not receive a confirmation within two weeks, please call the AOM Housing Bureau at (800) 967-8852.

ROOM RATES/TAXES: To take advantage of the special meeting rates, book your reservation by **Thursday, July 12, 2018**. After this date, rooms may only be available at higher rates. All rates are per room/per night and are subject to a 17.4% tax. Special requests cannot be guaranteed. Hotels will do their best to honor all requests. Hotels will assign specific room types upon check-in based on availability.

CHANGES/CANCELLATIONS:


All changes and cancellations to hotel reservations must be made with the AOM Housing Bureau on, or before, **July 12, 2018**. After this date, all changes and cancellations must be made directly with your assigned hotel. If the reservation is not cancelled within 3 working days prior to arrival, this will result in forfeiture of one night's room and tax.

QUESTIONS: Please contact the AOM Housing Bureau directly with all inquiries related to your hotel reservations: 9am-5pm, ET
Toll Free (800) 967-8852

SEND CONFIRMATION TO

FIRST NAME:	LAST NAME:
ORGANIZATION/AFFILIATION:	
EMAIL:	
MAILING ADDRESS:	
CITY:	STATE/PROVINCE:
POSTAL CODE:	COUNTRY:

ACCOMODATION INFORMATION

<p>Arrival Date _____</p> <p>Departure Date _____</p> <p>HOTEL PREFERENCE Please indicate your hotel choices below in order of preference. If your first choice is unavailable, a reservation will be made at the next available property.</p> <p>First Choice _____</p> <p>Second Choice _____</p> <p>Third Choice _____</p> <p>ROOM PREFERENCE</p> <p><input type="checkbox"/> Single: 1 Person, 1 Bed</p> <p><input type="checkbox"/> Double: 2 People, 1 Bed</p> <p><input type="checkbox"/> Db/Db: 2 People, 2 Beds</p> <p><input type="checkbox"/> Triple: 3 People, 2 Beds</p> <p><input type="checkbox"/> Quad: 4 People, 2 Beds</p> <p><input type="checkbox"/> Suite</p> <p><input type="checkbox"/> King Bed</p> <p><input type="checkbox"/> ADA </p>	<p>If requested hotels are not available, please process reservation according to:</p> <p><input type="checkbox"/> Lowest Rate</p> <p><input type="checkbox"/> Location to Meeting Venues</p> <p>Name(s) of additional room occupants. Please note that additional charges may apply to a third or fourth person occupying the room.</p> <p>_____</p> <p>_____</p> <p>_____</p>
<p><input type="checkbox"/> *Student-Only Housing <input type="checkbox"/> Sponsor Block <input type="checkbox"/> Exhibitor Block <input type="checkbox"/> Placement Block</p> <p>*AOM Membership ID Number Required for student-only housing: _____</p>	

CREDIT CARD INFORMATION (Must be valid through August 2018)

<input type="checkbox"/> American Express	<input type="checkbox"/> Discover	<input type="checkbox"/> MasterCard	<input type="checkbox"/> Visa
Credit Card Number		Expiration Date	
Card Holder's Signature		Card Holder's Name (Please Print)	